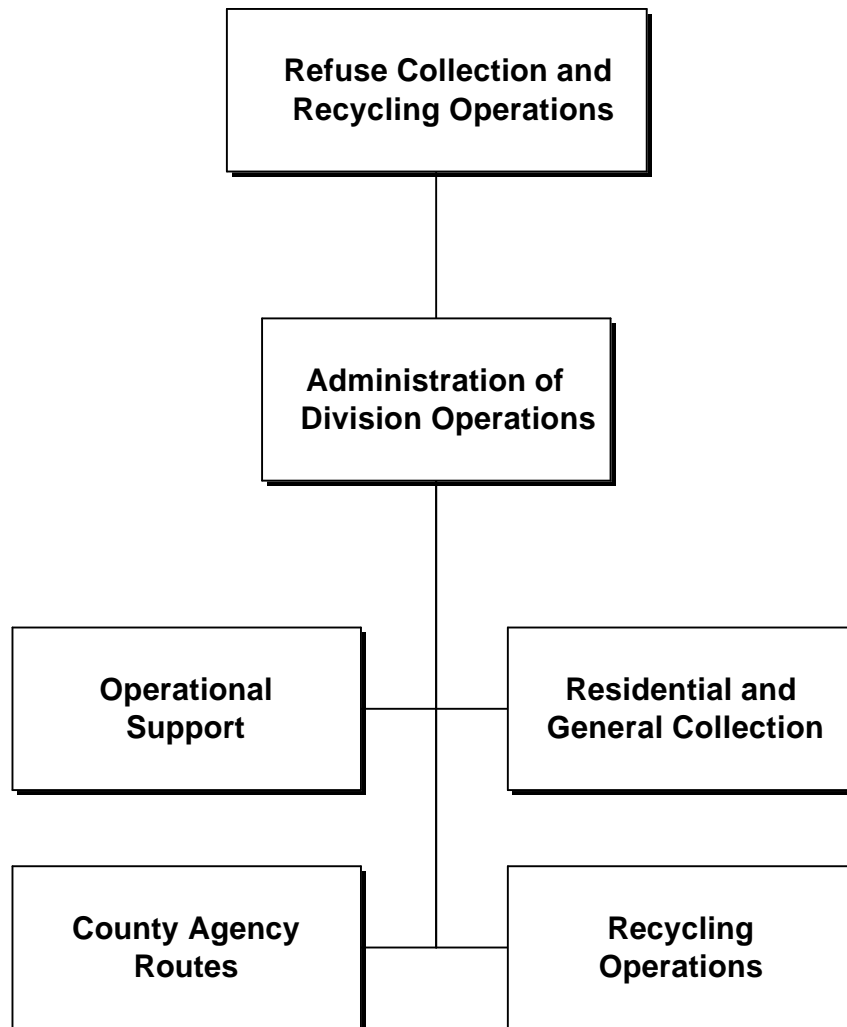


**DEPARTMENT OF PUBLIC WORKS
AND ENVIRONMENTAL SERVICES
SOLID WASTE MANAGEMENT**



FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Agency Position Summary

137 Regular Positions (-1 T) / 137.0 Regular Staff Years (-1.0 T)

Position Detail Information

DIVISION OF REFUSE COLLECTION AND RECYCLING - ADMINISTRATION OF DIVISION OPERATIONS

1	Director of Refuse Collection and Recycling
1	Assistant Director/Engineer IV
1	Management Analyst III
1	Safety Analyst
1	Network/Telecommunication Analyst I
3	Management Analysts II
1	Administrative Assistant IV
3	Administrative Assistants III
1	Administrative Assistant I
13	Positions
13.0	Staff Years

OPERATIONAL SUPPORT (Formerly Administration of Collection Operations)

1	Refuse Superintendent
1	Assistant Refuse Superintendent
1	Management Analyst II
4	Administrative Assistants II
1	Welder II
1	Maintenance Trade Helper I
9	Positions
9.0	Staff Years

RESIDENTIAL AND GENERAL COLLECTIONS

1	Management Analyst II
1	Senior Refuse Supervisor
4	Refuse Supervisors
1	Heavy Equipment Supervisor
9	Heavy Equipment Operators
30	Motor Equipment Operators
19	Public Service Workers II
30	Public Service Workers I
95	Positions
95.0	Staff Years

COUNTY AGENCY ROUTES

4	Heavy Equipment Operators
1	Engineering Technician I
1	Maintenance Trade Helper II
6	Positions
6.0	Staff Years

RECYCLING OPERATIONS

1	Management Analyst IV
4	Management Analysts II
1	Inter/Intranet Architect I
2	Management Analysts I
0	Administrative Assistant III (-1 T)
1	Heavy Equipment Supervisor
4	Heavy Equipment Operators
1	Public Service Worker
14	Positions (-1 T)
14.0	Staff Years (-1.0 T)

(T) Denotes Transferred Position

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Agency Mission

To protect Fairfax County citizens against disease, pollution, and other contamination associated with the improper disposal of refuse, by providing efficient and economical refuse collection services to citizens in 66 refuse collection sanitary districts, and to Fairfax County agencies. To reduce the County's municipal solid waste stream through the effective development, implementation, and management of comprehensive waste reduction and recycling programs to ensure that Fairfax County meets or exceeds the Commonwealth of Virginia's mandated goal of recycling 25.0 percent of the solid waste stream.

Agency Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	139/ 139	139/ 139	137/ 137	138/ 138	137/ 137
Expenditures:					
Personnel Services	\$6,379,435	\$6,904,339	\$6,671,071	\$7,049,793	\$7,015,248
Operating Expenses	6,705,699	7,446,227	7,739,585	7,773,978	7,773,978
Capital Equipment	1,074,330	463,000	436,374	998,000	998,000
Capital Projects ¹	57,957	0	372,582	0	0
Subtotal	\$14,217,421	\$14,813,566	\$15,219,612	\$15,821,771	\$15,787,226
Less:					
Recovered Costs	(\$414,222)	(\$432,038)	(\$454,591)	(\$461,119)	(\$461,119)
Total Expenditures	\$13,803,199	\$14,381,528	\$14,765,021	\$15,360,652	\$15,326,107

¹ Capital Projects' expenditures are shown under the Residential and General Collections Cost Center.

Summary by Cost Center					
Category ¹	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Administration of Division					
Operations	\$616,524	\$648,005	\$633,088	\$691,062	\$685,997
Operational Support	693,183	762,558	885,962	674,627	672,822
Residential and General					
Collections	10,005,454	10,436,066	10,703,443	11,529,968	11,508,125
County Agency Routes	1,073,134	1,170,299	1,153,589	1,039,857	1,038,250
Recycling Operations	1,414,904	1,364,600	1,388,939	1,425,138	1,420,913
Total Expenditures	\$13,803,199	\$14,381,528	\$14,765,021	\$15,360,652	\$15,326,107

¹ State Litter Funds are a pass-through cost shown under the Operational Support Cost Center.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2004 Advertised Budget Plan, as approved by the Board of Supervisors on April 28, 2003:

- ◆ A decrease of \$34,545 reflects reduced funding for the Pay for Performance program. Based on the approved 25 percent reduction, the FY 2004 program will result in reductions in the increases employees will receive based on their performance rating, capping employees to a maximum of 5.25 percent. This adjustment leaves in place the Pay for Performance program in preparation for system redesign for FY 2005.

The following funding adjustments reflect all approved changes to the FY 2003 Revised Budget Plan from January 1, 2003 through April 21, 2003. Included are all adjustments made as part of the FY 2003 Third Quarter Review:

- ◆ A net increase of \$53,217 in expenditures, including a decrease of \$168,230 in Personal Services based on higher than anticipated position turnover, an increase of \$270,626 in Operating Expenses primarily associated with an increase in new customers, the appropriation of the State Litter Control Grant and other miscellaneous adjustments, a decrease of \$26,626 in Capital Equipment based on actual expenditures and an increase of \$22,553 in Recovered Costs based on revised estimates.
- ◆ The transfer of 1/1.0 SYE Administrative Assistant III position from Recycling Operations to Fund 114, I-95 Refuse Disposal to better realign staff and workload within the Solid Waste program area.

County Executive Proposed FY 2004 Advertised Budget Plan

Purpose

The Division of Solid Waste Refuse Collection and Recycling, (Fund 109, Refuse Collection and Recycling Operations) is responsible for the collection of refuse and recyclable materials within Fairfax County's sanitary districts and from County agencies. The agency coordinates the County's waste reduction and recycling program. It is responsible also for the administration and program operations of the Solid Waste General Fund Programs (e.g., Health Department Referrals, Community Cleanups, Evictions, and Court Ordered Cleanups) on behalf of the County.

Residents within sanitary refuse collection districts, which are created by the Board of Supervisors upon citizen petition, are charged an annual fee for service through the semi-annual property tax collection system. The current annual fee of \$210 per unit served will continue in FY 2004.

The Solid Waste Reduction and Recycling Centers (SWRRC) program operates on a user fee basis in which program participants purchase a permit which entitles the holder to use the disposal and recycling facilities at two SWRRC sites located in Great Falls and McLean. The services provided to SWRRC customers are provided by staff and equipment paid for by Fund 109, Refuse Collection and Recycling Operations.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

In FY 2003 rates were raised from \$195 to \$225 and cost reductions were made in staff and hours at the two sites. The \$225 rate assumed the participation of 820 full-year customers. As of January 21, 2003 there were only 780 full year customers. The number of customers using this service has been declining each year since FY 1997 when there were 1,593 participants. SWRRC program participation and costs have been carefully monitored by Refuse Collection and Recycling Operations staff. For FY 2003 it is projected that the SWRRC program will have a deficit of approximately \$9,622 due primarily to the declining customer base. A General Fund Transfer to fund this deficit was included in the *FY 2003 Third Quarter Review*.

In order to avoid further subsidy of the SWRRC program, the FY 2004 Advertised Budget Plan assumes that the program will end effective June 28, 2003 (last Saturday of operations) and will not be offered in FY 2004. It should be noted that an estimated fee of \$255 would have been necessary to continue to provide this service assuming a full-year customer base of 785 customers. This would have been an increase of \$30.00 or 13.3 percent over the FY 2003 fee of \$225. However, as the FY 2003 full time customer base was only 780 customers, the 785 customer estimate was considered too optimistic given the past history of customer declines when rates are increased. Historically, the program has experienced an average decline of 17 percent in the customer base when a rate increase is implemented. Assuming a 17 percent decline in the full-year customer base of 780, results in a customer base of 647 and a fee requirement of approximately \$311 per customer. It should be noted that the agency explored several alternatives; close the McLean site, close both sites and find one new centrally located site; however, all of the alternatives considered involved decreasing services and required increasing fees beyond FY 2003 levels due to anticipated declines in the customer base.

Key Accomplishments

- ◆ Enhanced the existing integrated voice response (IVR) system for requesting and scheduling the special pick-up of brush or bulky items (implemented in FY 2001) to include web-based scheduling of collections by computer or by telephone 24-hours a day.
- ◆ Initiated the Keep It Green Partnership between ServiceSource and Computer Donations Management, Inc. to provide electronic recycling services to County residents.
- ◆ Won a national award for participation in the "America Recycles Day" program, recognized annually on November 15 to support and enhance recycling activities in Fairfax County.
- ◆ The Fairfax County Public Schools (FCPS) and the Solid Waste Management Program formed a partnership entitled "Schools/County Recycling Action Partnership" (SCRAP) for the purpose of supporting recycling and other environmentally-oriented activities in the schools.

FY 2004 Initiatives

- ◆ With Solid Waste Disposal and Resource Recovery, the agency will implement a self-directed, business team pilot in the Solid Waste Management Program within the Department of Public Works and Environmental Services (DPWES). This pilot is part of a DPWES strategy to flatten the management hierarchy allowing lines of business within the Department to more flexibly and directly manage their own programs, which should make them more efficient. With the elimination of the Office Director of Waste Management's position and associated staff, this also provides immediate cost savings.
- ◆ Fund 109 will provide refuse collection service for approximately 40,500 residential and other units, an increase of 637 units, in 66 sanitary districts. The agency projects that disposable material collected by the Division will total 80,896 tons, including 70,769 for residential collection and 10,127 tons for County agency collection.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Performance Measurement Results

The agency exceeded the estimated number of calls received by staff during the year by 11.8 percent and valid customer complaints were reduced by 21.8 percent. A 100 percent customer satisfaction rating was achieved by the County Agency Routes program. The Recycling Program achieved a County recycling rate of 34 percent, well above the State mandated goal of 25 percent.

It should be noted that the levy per household unit has been maintained at \$210.00 since FY 2000 when the levy was reduced from \$240 to \$210 in order to draw down the unreserved fund balance which was projected at \$10.7 million in the FY 2000 Adopted Budget Plan. It is anticipated that a levy increase may be necessary in FY 2005 to assure that an appropriate level of fund balance is maintained. The FY 2004 unreserved fund balance is projected to be \$5.6 million. Revenues, expenditures, the unreserved fund balance, and future requirements for this fund will be closely monitored during FY 2003 and FY 2004 to make a levy determination for FY 2005.

Funding Adjustments

The following funding adjustments from the FY 2003 Revised Budget Plan are necessary to support the FY 2004 program:

- ◆ A net increase of \$210,492 in Personnel Services associated with an increase of \$304,638 for salary adjustments necessary to support the County's compensation program offset by a reduction of \$94,146 related to the elimination of the SWRRC program.
- ◆ An increase of \$305,019 in Operating Expenses primarily due to an increase of \$234,765 in radio charges to reflect this fund's share of costs associated with the Public Service Radio System Replacement project, an increase of \$213,817 in Department of Vehicle Services charges for vehicle maintenance and operations, offset by a reduction of \$107,178 associated with the elimination of the SWRRC program, and a net reduction of \$36,385 primarily associated with one-time expenditures for computer replacement equipment.
- ◆ An increase of \$29,081 in Recovered Costs based on projected salary and operating expense requirements.
- ◆ An amount of \$998,000 is funded for Capital Equipment in FY 2004. The level of funding includes \$972,000 in replacement Capital Equipment including \$560,000 for four rear-loading refuse packer trucks, \$260,000 for two crane/flatbed trucks, \$75,000 three pick-up trucks, \$22,000 for a mid-size sedan, \$23,000 for a mini-van, and \$32,000 for two refuse compactors. The replacement of vehicles is consistent with Department of Vehicle Services' recommendations based on age, poor condition, and maintenance costs. Additional equipment in the amount of \$26,000 is funded for four recycling containers to accommodate increased recycling at the County's Recycling Drop-Off Centers.
- ◆ A decrease of \$372,582 in Capital Projects based on no anticipated requirements.

The following funding adjustments reflect all approved changes in the FY 2003 Revised Budget Plan since passage of the FY 2003 Adopted Budget Plan. Included are all adjustments made as part of the FY 2002 Carryover Review and all other approved changes through December 31, 2002:

- ◆ As part of the FY 2002 Carryover Review, expenditures were increased \$330,276 including \$22,732 in encumbered funds for Capital Equipment expenditure obligations and \$307,544 in unexpended Capital Projects balances.
- ◆ As part of a Department of Public Works and Environmental Services reorganization, 1/1.0 SYE position was transferred from Fund 109, Refuse Collection and Recycling Operations to Fund 110, Refuse Disposal to address workload increases associated with increased disposal tonnages at the I-66 Transfer Station.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS



Administration of Division Operations¹

Cost Center Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	13/ 13	13/ 13	13/ 13	13/ 13	13/ 13
Total Expenditures	\$616,524	\$648,005	\$633,088	\$691,062	\$685,997

¹ All agency customer service functions for Administration and Operation Support were merged into one location during FY 2000 and thus no Performance Measurement Indicators appear for Administration.

Goal

To provide management and administrative support to the Division of Refuse Collection and Recycling Operations, enabling its compliance with the Fairfax County Solid Waste Management Plan.



Operational Support

Cost Center Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	8/ 8	8/ 8	9/ 9	9/ 9	9/ 9
Total Expenditures	\$693,183	\$762,558	\$885,962	\$674,627	\$672,822

Goal

To provide efficient supervision and support for all refuse collection and recycling activities including response to telephone requests for customer service.

Performance Measures

Objectives

- ◆ To achieve efficient collection services by reducing the cost per ton for collection by 6 percent from FY 2003 to FY 2004, while reducing the number of collection service complaints by at least 7.5 percent from FY 2003 to FY 2004.
- ◆ To increase from 91.0 percent in FY 2002 to 93.5 percent or better by FY 2004, the percentage of customers rating customer inquiry responses good or better.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Tonnage collected	98,158	101,242	102,176 / 104,017	105,609	105,975
Calls received (1)	66,379	124,372	124,993 / 139,134	142,612	144,752
Efficiency:					
Cost per ton collected (2)	\$5.70	\$5.97	\$6.82 / \$6.11	\$6.79	\$6.37
Cost per call	\$2.62	\$1.23	\$1.40 / \$1.08	\$1.19	\$1.13
Service Quality:					
Valid complaints per 1,000 customers (all collections)	15.1	16.4	15.3 / 12.8	14.0	12.9
Percent of customers rating customer inquiry responses good or better	96.2%	99.0%	99.0% / 91.0%	92.0%	93.5%
Outcome:					
Percent change in cost per ton (3)	8.8%	4.7%	14.3% / 2.4%	11.2%	(6.3%)
Percent change in complaints	(51.6%)	8.2%	(6.7%) / (21.8%)	9.4%	(7.9%)

(1) The FY 2000 actual represents seven months of actual calls reported by an Integrated Voice Response system. Estimated calls previously reported as a performance indicator for the Administration cost center are not included. The FY 2001 and FY 2002 reflect the total customer calls previously split between Administration and Operational Support based on current call volume.

(2) The large increase in cost per ton in FY 2003 results from increased personnel and operating costs as well as smaller increases in tonnage.

(3) The large increase in the percentage change in cost per ton in FY 2003 results from increased personnel and operating costs as well as smaller increases in tonnage.



Residential and General Collections

Cost Center Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	95/ 95	95/ 95	95/ 95	95/ 95	95/ 95
Total Expenditures	\$10,005,454	\$10,436,066	\$10,703,443	\$11,529,968	\$11,508,125

Goal

To provide efficient collection of refuse and recyclable materials to customers within Sanitary Collection Districts and at Solid Waste Reduction and Recycling Centers (SWRRC) to maintain sanitation in these areas and enhance conservation of resources.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

Performance Measures

Objectives

- ◆ To provide high quality weekly refuse collection services in County Sanitary Collection Districts as indicated by maintaining customer service quality ratings of good or better at a 95 percent or above and by reducing the collection complaints per 1,000 homes by at least 3.5 percent annually.
- ◆ To increase the tonnage of recyclable materials collected in County Sanitary Districts by 1.0 percent per year over the next five years.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Refuse collections made (1)	3,568,086	3,585,767	3,631,706 / 3,631,706	3,692,935	3,756,987
Refuse tons collected	66,028	68,088	67,679 / 68,085	68,970	69,867
Tons of recyclables collected	10,734	11,737	12,405 / 13,108	13,239	13,371
Efficiency:					
Net cost per home per year for refuse collection (all materials) (2)	NA	NA	NA / \$188.74	\$199.20	\$222.11
Net cost per home per year for recycling collection	\$24.77	\$26.27	\$31.98 / \$35.64	\$35.04	\$36.34
Service Quality:					
Collection complaints per 1,000 homes	17.3	18.3	17.3 / 16.3	17.4	16.3
Percent of customers rating services good or better	96.5%	95.5%	97.0% / 95.3%	96.0%	96.5%
Missed collection complaints per 1,000 homes - recycling	3.7	4.5	4.0 / 2.5	3.1	2.7
Outcome:					
Percent change in complaints	NA	NA	NA / (11.0%)	6.7%	(6.3%)
Percent change in tons recycled	NA	NA	NA / 11.7%	1.0%	1.0%

(1) The number of collections is derived by multiplying the number of households in the sanitary districts by 52 weeks, then adding the number of yard debris, brush, and bulk special collections to the total.

(2) The agency revised indicators for refuse collection from cost per ton to cost per home. Prior year actuals for FY 2001 and FY 2002 were converted to this measure. Significant increases in refuse collection cost per home from FY 2001 to FY 2002 are a result of large variations in Capital Equipment purchases, the addition of mixed paper recycling curbside with resulting increases in contractor compensation, increasing disposal charges, and Personnel Services increases associated with market pay adjustments and pay for performance.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS



County Agency Routes

Cost Center Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	6/ 6	6/ 6	6/ 6	6/ 6	6/ 6
Total Expenditures	\$1,073,134	\$1,170,299	\$1,153,589	\$1,039,857	\$1,038,250

Performance Measures

Objectives

- ♦ To provide efficient/comprehensive refuse collection to designated Fairfax County government agencies by limiting the cost per cubic yard increase to no more than 6 percent in FY 2004.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Trash collected from County agencies (cubic yards)	246,538	249,437	259,552 / 260,376	265,128	265,128
Tons recycled by County agencies	828	827	841 / 860	872	882
County agencies receiving recycling services	79	81	81 / 83	83	83
Efficiency:					
Staff hours per cubic yard of refuse collected	0.03	0.03	0.03 / 0.03	0.03	0.03
Net cost per ton for recycling	\$78.50	\$59.84	\$67.15 / \$62.00	\$64.00	\$70.00
Cost per cubic yard of refuse collected (1)	\$3.35	\$3.40	\$3.85 / \$3.61	\$3.98	\$4.10
Staff hours per ton for recycling	4.10	4.27	4.20 / 3.70	3.57	3.57
Service Quality:					
Complaints (refuse)	7	6	6 / 6	4	4
Complaints (recycling)	0	0	0 / 0	0	0
Percent of satisfied customers	97.6%	97.5%	97.5% / 100.0%	98.0%	98.0%
Outcome:					
Percent change in cost per cubic yard	2.00%	1.49%	13.00% / 6.17%	10.24%	3.01%

(1) To achieve higher efficiency and to accurately display data, starting in FY 2000 cubic yards from compactor units were included in the total cubic yards and cubic yards' cost calculation. The significant increase in cubic yards in FY 2001 and FY 2002 is attributable to the addition of three new locations for compactor units and an anticipated increase in service level. The significant increase in FY 2002 cubic yards cost is due to an anticipated increase in personnel costs and the inclusion of depreciation for three compactor units purchased in FY 2002.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS



Recycling Operations

Cost Center Summary					
Category	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	17/ 17	17/ 17	14/ 14	15/ 15	14/ 14
Total Expenditures	\$1,414,904	\$1,364,600	\$1,388,939	\$1,425,138	\$1,420,913

Goal

To reduce the County's waste stream through the effective development, implementation, and management of waste reduction and recycling programs. Meet or exceed the Commonwealth of Virginia's mandated recycling rate goal of 25 percent.

Performance Measures

Objectives

- ♦ To continue to exceed the state-mandated recycling rate of 25 percent by at least 5 percent.

Indicator	Prior Year Actuals			Current Estimate	Future Estimate
	FY 2000 Actual	FY 2001 Actual	FY 2002 Estimate/Actual	FY 2003	FY 2004
Output:					
Tons of recycled materials at recycling drop-off centers (RDOCs)	6,702	6,476	6,537 / 5,865	5,429	5,429
Tons recycled by private haulers (1)	66,435	61,426	64,426 / 104,351	104,351	104,351
Efficiency:					
Staff hours per ton to collect materials from RDOCs	2.64	2.73	2.70 / 3.01	3.07	2.87
Staff hours per ton to manage private hauler recycling throughout Fairfax County	0.053	0.058	0.055 / 0.032	0.030	0.030
Service Quality:					
Percent of citizens rating services at RDOCs good or better	93.5%	NA	94.5% / NA	95.0%	95.0%
Outcome:					
Total County recycling rate (2)	32.0%	35.6%	36.0% / 34.0%	34.0%	34.0%

(1) The tonnage recycled by private haulers is only reportable on a calendar year basis, therefore, the actual years reported are the calendar year preceding the fiscal year, i. e., FY 2000 Actuals are CY 1999 Actuals, FY 2001 Actuals are CY 2000 Actuals and FY 2002 Actuals are CY 2001 Actuals. Prior to FY 2002 (calendar 2002 reporting) the total recycling by private haulers does not include yard debris and commercial recycled tons.

(2) The total recycling rate is reported consistent with the private hauler tonnage collection data; that is, the FY 2002 Actual reflects calendar year 2001 data (the most recent data available under current State law reporting requirements).

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

A Fund Statement and a Summary of Capital Projects are provided on the following pages. The Summary of Capital Projects may include some projects without a Total Project Estimate amount. These projects are considered “continuing” projects or projects for which funding is necessary on an ongoing basis (e.g., a contingency or planning project).

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 109, Refuse Collection

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Beginning Balance¹	\$14,567,446	\$12,064,509	\$12,611,029	\$9,931,142	\$9,925,294
Revenue:					
Interest on Investments	\$384,786	\$276,919	\$225,778	\$140,282	\$140,282
Residential and General Collections:					
Household Levy ²	\$8,138,970	\$8,167,530	\$8,228,955	\$8,423,100	\$8,423,100
Miscellaneous	353,923	292,398	305,466	255,057	255,057
SWRRC Program	170,119	184,500	178,763	0	0
Sale of Equipment	66,586	24,500	4,500	63,300	63,300
Subtotal	\$8,729,598	\$8,668,928	\$8,717,684	\$8,741,457	\$8,741,457
County Agency Routes:					
Miscellaneous Agencies	\$911,578	\$1,059,503	\$1,055,976	\$1,088,934	\$1,088,934
Sale of Equipment	24,133	14,500	0	0	0
Miscellaneous	101,369	113,975	114,965	119,305	119,305
Subtotal	\$1,037,080	\$1,187,978	\$1,170,941	\$1,208,239	\$1,208,239
General Fund Programs:					
Community Cleanup	\$24,678	\$29,716	\$29,716	\$31,131	\$31,131
Health Department Referrals	1,677	4,692	4,692	2,223	2,223
Evictions	12,302	22,034	22,034	15,547	15,547
Court Ordered/Mandated	36,216	18,432	18,432	29,369	29,369
Subtotal	\$74,873	\$74,874	\$74,874	\$78,270	\$78,270
Other Collection Revenue:					
Leaf Collection	\$381,708	\$347,393	\$386,208	\$412,442	\$412,442
Miscellaneous	8,328	9,782	9,782	7,539	7,539
State Litter Funds	95,300	0	91,370	0	0
Fairfax Fair	22,573	23,758	23,758	24,864	24,864
Subtotal	\$507,909	\$380,933	\$511,118	\$444,845	\$444,845
Recycling Operations:					
Program Support ³	\$820,124	\$1,099,630	\$984,521	\$1,130,253	\$1,130,253
Sale of Materials	99,001	99,782	150,953	104,665	104,665
Miscellaneous	193,411	242,873	233,795	192,584	192,584
Subtotal	\$1,112,536	\$1,442,285	\$1,369,269	\$1,427,502	\$1,427,502
Total Revenue	\$11,846,782	\$12,031,917	\$12,069,664	\$12,040,595	\$12,040,595
Transfers In:					
General Fund (001)	\$0	\$0	\$9,622	\$0	\$0
Total Transfers In	\$0	\$0	\$9,622	\$0	\$0
Total Available	\$26,414,228	\$24,096,426	\$24,690,315	\$21,971,737	\$21,965,889

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

FUND STATEMENT

Fund Type G10, Special Revenue Funds

Fund 109, Refuse Collection

	FY 2002 Actual	FY 2003 Adopted Budget Plan	FY 2003 Revised Budget Plan	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
Expenditures:					
Personnel Services	\$6,379,435	\$6,904,339	\$6,671,071	\$7,049,793	\$7,015,248
Operating Expenses	6,705,699	7,446,227	7,739,585	7,773,978	7,773,978
Recovered Costs ⁴	(414,222)	(432,038)	(454,591)	(461,119)	(461,119)
Capital Equipment	1,074,330	463,000	436,374	998,000	998,000
Capital Projects	57,957	0	372,582	0	0
Total Expenditures	\$13,803,199	\$14,381,528	\$14,765,021	\$15,360,652	\$15,326,107
Total Disbursements	\$13,803,199	\$14,381,528	\$14,765,021	\$15,360,652	\$15,326,107
Ending Balance	\$12,611,029	\$9,714,898	\$9,925,294	\$6,611,085	\$6,639,782
Collection Equipment Reserve ⁵	\$692,200	\$627,092	\$627,092	\$768,736	\$768,736
Recycling Equipment Reserve	136,156	173,537	173,537	176,068	176,068
PC Replacement Reserve ⁶	65,400	15,700	15,700	42,000	42,000
Unreserved Balance⁷	\$11,717,273	\$8,898,569	\$9,108,965	\$5,624,281	\$5,652,978
Levy per Household Unit	\$210/Unit	\$210/unit	\$210/unit	\$210/unit	\$210/unit

¹ In order to account for Governmental Accounting Standards Board changes in the treatment of the year-end accrual of compensated absences, a restatement of the FY 2002 beginning balance for Fund 109, Refuse Collection and Recycling Operations is reflected. This adjustment results in an increase in the FY 2002 beginning balance in the amount of \$59,633 and a one-time savings to the fund. The beginning balance audit adjustment has been included in the FY 2002 Comprehensive Annual Financial Report (CAFR).

² The FY 2004 levy/collection fee per household unit will remain at \$210 per unit. Although the Refuse Collection levy is separate and not a real estate tax, it is included on and collected as part of the County's real estate tax bill. This amount does not include approximately 440 units which will be billed directly by the agency.

³ The estimate for Program Support is calculated using the projected level of expenditures for recycling operations as conducted in Fund 109, Refuse Collection and Recycling Operations, and offset by revenue received from the sale of recycled materials.

⁴ Recovered Costs represents billings to Fund 108, Leaf Collection, for its share of the total administrative costs for Agency 46, Division of Refuse Collection and Recycling Operations. Also included is an amount billed to Fund 110, Refuse Disposal, for administrative costs for the recycling program, as coordinated in Fund 109, Refuse Collection and Recycling Operations.

⁵ Funds reserved for equipment replacement are not encumbered based on normal accounting practices but are allocated at a future date for equipment purchases. The requirements for Collection Operations are funded through the collection revenue received in Fund 109, Refuse Collection and Recycling Operations, while requirements for Recycling Operations are provided as a component of the Program Support.

⁶ The PC Replacement Reserve was established to provide funding for the timely replacement of obsolete computer equipment.

⁷ The Unreserved Ending Balance is utilized to offset potential increases in the refuse disposal fee. Utilization of the balance in Fund 109, Refuse Collection and Recycling Operations, effectively allows the agency to absorb those fee adjustments, while not increasing the refuse collection levy.

FUND 109

REFUSE COLLECTION AND RECYCLING OPERATIONS

FY 2004 Summary of Capital Projects

Fund: 109 Refuse Collection and Recycling Operations

Project #	Description	Total Project Estimate	FY 2002 Actual Expenditures	FY 2003 Revised Budget	FY 2004 Advertised Budget Plan	FY 2004 Adopted Budget Plan
109001	Newington Facility Expansion	\$433,038	\$57,957.38	\$372,582.24	\$0	\$0
Total		\$433,038	\$57,957.38	\$372,582.24	\$0	\$0